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3   (ITEM   ) From the Director, Department of Transportation, and the Interim Airport
4   Director requesting authorization to enter into a Professional Services Contract with
5   Intellisoft, Inc., in an amount not to exceed $410,258 and for a term of four (4) years
6   beginning August 1, 2014, through July 31, 2018, for a Credentialing Management System,
7   by recommending adoption of the following:
8
9   A RESOLUTION
10
11   WHEREAS, since February 22, 2002, the Transportation Security Administration
12   (TSA) has mandated that airports collect, manage, and have available for inspection
13   Personal Identification Information (PII) for all airport personnel with access to secured
14   areas of the airport prior to issuing an airport identification (ID) credential/badge; and
15
16   WHEREAS, prior to the TSA requirement, the Federal Aviation Administration (FAA)
17   required it since 1973; and
18
19   WHEREAS, General Mitchell International Airport has been in compliance with this
20   requirement since 1973; and
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22   WHEREAS, as more processes have been added over the years such as ID badge
23   fees, parking fees, training requirements, and name matching (ensuring that the same
24   person is not counted twice or charged twice) this has become more difficult; and
25
26   WHEREAS, sharing pertinent information with other airport sections, without
27   releasing unnecessary PII, has become burdensome; and
28
29   WHEREAS, Credentialing Management Systems (CMS) provide a secure method to
30   transfer data for internal and external users and automatically invoke predefined policies
31   for ID badge application, issuance, and renewal; and
32
33   WHEREAS, CMS will integrate the personnel database with the physical access
34   control system to grant or revoke access privileges and provide a common repository for
35   security audits; and
36
37   WHEREAS, CMS will improve and streamline data input time and reduce errors by
38   only having to enter data once to populate five to seven different processes instead of
39   multiple times; and
40
41   WHEREAS, currently, up to five man hours per week are wasted by having to
42   reconcile different database entries for accuracy; and
43

44   WHEREAS, the Committee on Transportation, Public Works, and Transit, at its
45 meeting of July 16, 2014, recommended adoption of the Department's request (vote 6-0);
46 and
47
48   WHEREAS, the Committee on Finance, Personnel, and Audit, at its meeting of
49 July 24, 2014, also recommended adoption of the Department's request (vote 8-0); now,
50 therefore,
51
52   BE IT RESOLVED, that the Department of Transportation - Airport Division be
53 authorized to execute a contract with Intellisoft, Inc., for an amount not to exceed
54 $410,258 and for a term of four (4) years, August 1, 2014, through July 31, 2018, to
55 provide the software, installation, and support of a Credentialing Management System.
56
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58 jlm
59 07/02/2014
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